

City of Chattanooga, TN
Personnel Class Specification

CLASS CODE 1502

FLSA: Non-Exempt

CLASSIFICATION TITLE: CREW LEADER, SENIOR

PURPOSE OF CLASSIFICATION

The purpose of this classification is to operate equipment and lead the work of a small, one-function crew in a specific field such as park maintenance, upkeep of Ross's Landing, Public Works emergency-related services, sewer construction and/or maintenance, or street cleaning.

ESSENTIAL FUNCTIONS

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Supervises, directs, and evaluates assigned staff, processing employee concerns and problems, directing work, counseling, disciplining, and completing employee performance appraisals.

Sets up safe work zone, and ensures that personnel perform duties in compliance with safety policies and procedures, including OSHA safety regulations.

Requisitions new supplies and parts to replenish stock.

Performs various duties in the maintenance of urban forestry including trimming and pruning trees, removing brush, operating bucket truck and wood chipper, sharpening and operating chain saw, and assisting with tree planting.

May serve as lead worker in Public Works emergency-related jobs which includes clearing trees, limbs, and other debris from streets, cleaning up mud slides, hauling scrap for sign shop and spools of wire for electrical shop, cleaning paper spills and illegal dump sites, ensuring right-of-way is clear by removing high weeds and dead animals, patching potholes, and other related tasks.

May complete sewer construction and utility services including repairing water and sewer lines, drawing utility line locations on work blue prints, driving utility truck, setting up lighting systems on construction lots, repairing interior plumbing and air compressors, and performing other duties such as installing mail boxes and fencing, and planting trees and bushes.

May perform assorted street cleaning and related duties including operating a pick-up truck, cleaning out ditches, removing debris, trash and excess dirt as needed, picking up trash, leaves, and tree limbs from road sides, and spraying vegetation with various herbicides.

May lead crew in grounds maintenance of Ross's Landing, which includes scouting park for damages, spraying chemicals, trimming weeds and shrubs, removing dead plants, watering plants as necessary, repairing sprinkler systems, fertilizing greenery, operating aerator, taking soil samples, pressure washing concrete, removing trash, cleaning light fixtures, operating street sweeper, and directing landscape installation.

May supervise and assist in assigned park maintenance including the sweeping and leaf/debris blowing of plaza, pressure washing concrete structures, vacuuming dirt from stream, operating and maintaining water and stream pumps, performing grounds maintenance, cleaning restrooms, ordering necessary supplies, and maintaining equipment.

ADDITIONAL FUNCTIONS

Performs other related duties as required.

MINIMUM QUALIFICATIONS

High school diploma or GED; supplemented by vocational/technical training in utility, street, or grounds maintenance; supplemented by one (1) to two (2) years previous experience and/or training involving leading maintenance crews; or any equivalent combination of education, training, and experience which provides the requisite knowledge, skills, and abilities for this job. May be required to possess and maintain a valid Tennessee driver's license or a valid Tennessee Commercial Driver's License (CDL) including appropriate endorsement(s). May be required to possess commercial pesticide applicator certification.

PERFORMANCE APTITUDES

Data Utilization: Requires the ability to calculate and/or tabulate data. Includes performing subsequent actions in relation to these computational operations.

Human Interaction: Requires the ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.

Equipment, Machinery, Tools, and Materials Utilization: Requires the ability to operate, maneuver and/or control the actions of equipment, machinery, tools, and/or materials used in performing essential functions.

Verbal Aptitude: Requires the ability to utilize a wide variety of reference and descriptive data and information.

Mathematical Aptitude: Requires the ability to perform addition, subtraction, multiplication, and division.

Functional Reasoning: Requires the ability to apply principles of rational systems; to interpret instructions furnished in written, oral, diagrammatic, or schedule form; and to exercise independent judgment to adopt or modify methods and standards to meet variations in assigned objectives.

Situational Reasoning: Requires the ability to exercise judgment, decisiveness and creativity in situations involving evaluation of information against measurable or verifiable criteria.

ADA COMPLIANCE

Physical Ability: Tasks require the ability to exert moderate, though not constant physical effort, typically involving some combination of climbing and balancing, stooping, kneeling, crouching, and crawling, and which may involve some lifting, carrying, pushing and/or pulling of objects and materials of moderate weight (12-20 pounds).

Sensory Requirements: Some tasks require the ability to perceive and discriminate colors or shades of colors, sounds, odor, depth, texture, and visual cues or signals. Some tasks require the ability to communicate orally.

Environmental Factors: Performance of essential functions may require exposure to adverse environmental conditions, such as dirt, dust, pollen, odors, wetness, humidity, rain, fumes, temperature and noise extremes, machinery, vibrations, electric currents, traffic hazards, and toxic agents.

Chattanooga, Tennessee, is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the City will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.